

Superior Court of California, County of Riverside

BLYTHE 265 North Broadway Blythe, CA 92220 (760) 921-7981	INDIO 46-200 Oasis St. Indio, CA 92201 (760) 863-8209	RIVERSIDE 4175 Main Street Riverside, CA 92501 (951) 955-1940	MURRIETA 30755-D Auld Rd. Murrieta, CA 92563 (951) 304-5100	HEMET 880 N. State St. Hemet, CA 92543 (951) 766-2525
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In re the Marriage of:

Case No. _____

Petitioner

**FAMILY LAW JUDGMENT
CHECKLIST**

(Dissolution/Legal Separation/Nullity)

Vs.

Respondent

☐ Attorney

☐ Self-Represented Party

INSTRUCTIONS: This Family Law Judgment Checklist is your declaration that you have provided all of the required documents to the Court. To obtain a Judgment in your Family Law matter, you must check each numbered item under your type of case. There are three types of cases: "True Default" (no response, no written agreement); "Default" (no response and a written agreement); and "Uncontested" (appearance by both parties and a written agreement). You need only to complete the checklist for your type of case. All items **must** be completed either by checking each line to indicate compliance or by marking "N/A" to verify that an item is not applicable. Also, please check the box indicating the type for your case (i.e. True Default, Default, or Uncontested).

TYPE A - TRUE DEFAULT CASE (No Response filed and No Written Agreement between the parties)

1. ☐ *Proof of Service of Summons* (check one of the following):
 - ☐ Personal Service.
 - ☐ Notice and Acknowledgment of Receipt attached.
 - ☐ Service out-of-state certified mail receipt attached.
 - ☐ Service out-of-country and declaration regarding service attached.
 - ☐ Other, (please indicate) _____
2. ☐ *Request to Enter Default* with one (1) self-addressed envelopes with postage prepaid.
3. ☐ *Declaration for Default or Uncontested Dissolution/Legal Separation* or Declaration in Support of Nullity.
4. ☐ *Declaration Regarding Service of Petitioner's (Preliminary) Declaration of Disclosure.*
5. ☐ *Declaration Regarding Service of Petitioner's (Final) Declaration of Disclosure or Waiver of Final Declaration of Disclosure or Stipulation Regarding Waiver of Final Declaration of Disclosure.*
6. ☐ *Judgment* (Must contain provisions regarding property division, spousal support jurisdiction, child support and child custody/visitation, if applicable).

7. If you have children of the marriage:

- ☐ *Income and Expense Declaration*
- ☐ *Guideline Child Support Calculation*
- ☐ *Child Support Order Attachment* (attach this form to the Judgment)
- ☐ *Child Support Case Registry Form*
- ☐ *Information Sheet on Changing a Child Support Order* (attach this form to the Judgment)
- ☐ *Notice of Rights and Responsibilities* (attach this form to the Judgment)
- ☐ Department of Child Support Services has approved Judgment if child support is being collected through their agency.

8. ☐ *Notice of Entry of Judgment* and two (2) self-addressed envelopes with postage prepaid.

TYPE B - DEFAULT CASE: (No Response filed and A Written Agreement between the parties)

1. ☐ *Proof of Service of Summons* (check one of the following):

- ☐ Personal Service.
- ☐ Notice and Acknowledgment of Receipt attached.
- ☐ Service out-of-state certified mail receipt attached.
- ☐ Service out-of-country and declaration regarding service attached.
- ☐ Other, (please indicate) _____

2. ☐ *Request to Enter Default* with two (2) self-addressed envelopes with postage prepaid.

3. ☐ *Declaration for Default or Uncontested Dissolution/Legal Separation* or Declaration in Support of Nullity.

4. ☐ *Declaration Regarding Service of (Preliminary) Declaration of Disclosure* in file or included (both Petitioner's and Respondent's).

5. ☐ *Declaration Regarding Service of (Final) Declaration of Disclosure* (both Petitioner's and Respondent's) or either filed jointly or separately Waiver of Final Declaration of Disclosure pursuant to Family Code §2105.

6. ☐ Judgment

7. If Child Support is included in your written agreement:

- ☐ *Stipulation to Establish or Modify Child Support and Order* or acknowledgment under Family Code §4065 included in written agreement.
- ☐ *Child Support Case Registry Form*
- ☐ *Information Sheet on Changing a Child Support Order* (attach this form to the Judgment)
- ☐ *Notice of Rights and Responsibilities* (attach this form to the Judgment)
- ☐ Department of Child Support Services has approved Judgment if child support is being collected through their agency.

8. ☐ *Notice of Entry of Judgment* and two (2) self-addressed envelopes with postage prepaid.
9. ☐ Declaration explaining request for retroactive (nunc pro tunc) entry of judgment provided.
10. ☐ Jurisdiction date on Judgment agrees with information in file and correct date for termination of marital status inserted in judgment.
11. ☐ Respondent's signature on agreement is notarized.

12. For Status Only Judgment:

- ☐ Declaration Regarding Service of Both Parties' Preliminary Declaration of Disclosure provided or waiver;
- ☐ Joinder of pension plans or Declaration/Stipulation that there are no pensions to be divided;
- ☐ Stipulation for Bifurcation and/or Order for Bifurcation.

TYPE C - UNCONTESTED CASE: (Respondent is appearing or has appeared and there is a Written Agreement between the parties on all issues.)

1. ☐ *Appearance, Stipulations, and Waiver*
2. ☐ Respondent's filing fee, if first appearance.
3. ☐ *Declaration Regarding Service of (Preliminary) Declaration of Disclosure* in file or included (both Petitioner's and Respondent's).
4. ☐ *Declaration Regarding Service of (Final) Declaration of Disclosure* (both Petitioner's and Respondent's) or either filed jointly or separately Waiver of Final Declaration of Disclosure pursuant to Family Code §2105.
5. ☐ *Declaration for Default or Uncontested Dissolution or Legal Separation.*
6. ☐ Judgment
7. If Child Support is included in your written agreement:
 - ☐ *Stipulation to Establish or Modify Child Support and Order* or acknowledgment under Family Code §4065 included in written agreement.
 - ☐ *Child Support Case Registry Form*
 - ☐ *Information Sheet on Changing a Child Support Order* (attach this form to the Judgment)
 - ☐ *Notice of Rights and Responsibilities* (attach this form to the Judgment)
 - ☐ Department of Child Support Services has approved Judgment if child support is being collected through their agency.
8. ☐ *Notice of Entry of Judgment* and two (2) self-addressed envelopes with postage prepaid.
9. ☐ Declaration explaining request for retroactive (nunc pro tunc) entry of judgment provided.

10. ☐ Jurisdiction date on Judgment agrees with information in file and correct date for termination of marital status inserted in judgment.

11. For Status Only Judgment:

- ☐ Declaration Regarding Service of Both Party's Preliminary Declaration of Disclosure provided, or written Stipulation to defer service;
- ☐ Joinder of pension plans or Declaration/Stipulation that there are no pensions to be divided;
- ☐ Stipulation for Bifurcation and/or Order for Bifurcation.

TYPE D - CONTESTED CASE: (Court hearing held)

1. ☐ *Judgment*

2. ☐ If child support was ordered by the court:

- ☐ *Stipulation to Establish or Modify Child Support and Order* or acknowledgment under Family Code §4065 included in written agreement.
- ☐ *Child Support Case Registry Form*
- ☐ *Information Sheet on Changing a Child Support Order* (attach this form to the Judgment)
- ☐ *Notice of Rights and Responsibilities* (attach this form to the Judgment)
- ☐ Department of Child Support Services has approved Judgment if child support is being collected through their agency.

3. ☐ *Notice of Entry of Judgment*

4. ☐ Proof of Service on other party for approval as to form and content or signature of party.

I certify that all of the information indicated in this checklist has been provided to the court.

Date:

Submitting party's signature